

Ready to Succeed Scholarship Program

2020-21 Institution Application & Certification



The Pennsylvania Higher Education Assistance Agency (PHEAA) administers the Ready to Succeed Scholarship (RTSS) Program to permit eligible resident students enrolled in approved programs of study at PA State Grant-approved institutions of higher education to receive scholarships.

To participate in the RTSS Program, an institution must complete this Institution Application and Certification and be approved by PHEAA for RTSS Program participation.

Name of Institution:				
Headquarters Address:		City:	State:	Zip:
OE Code:	RTSS Contact Name			
RTSS Title:				
RTSS Contact Address:		City:	State:	Zip:
FAX (xxx-xxx-xxxx):	Phone (xxx-xxx-xxxx):	Email:		

Institution Eligibility Criteria

Must be a PA State Grant-approved institution as of **June 30, 2020** and be domiciled and headquartered with its principal physical location in the Commonwealth of Pennsylvania, as clarified further in the *RTSS Program Guidelines*.

Program Eligibility Criteria

Must meet all eligibility requirements currently applicable to program of study eligibility for the PA State Grant Program including, but not limited to, program length and credential awarded. Details on program of study eligibility for the PA State Grant Program are available in the latest version of the *Pennsylvania State Grant Program Handbook*. In addition to these guidelines, PHEAA may impose further program of study eligibility requirements in furtherance of the RTSS Program.

Student Eligibility Criteria

Student eligibility criteria are provided in the *RTSS Program Guidelines*, and only eligible students may participate in the RTSS Program.

Institutional Reporting Requirements

The Institution will be responsible for, but not limited to, confirming and reporting students' cumulative GPA and grade level as part of the RTSS Program student nomination process.

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Certification

The undersigned, being a duly authorized representative and signatory of the Institution, does hereby certify and acknowledge, on behalf of the Institution, that:

- The Institution agrees to comply with the *Ready to Succeed Scholarship Program Guidelines (RTSS Program Guidelines)*, available on our website at PHEAA.org/RTSS, as may be amended from time to time.
- Any award of funds depends upon student eligibility, program eligibility, Institution eligibility, approval by PHEAA of the Institution, and allocation and availability of program resources (if any).
- The Institution is required to submit to PHEAA all student and institutional information, reports, and certifications as outlined in the *RTSS Program Guidelines*, or as otherwise required by PHEAA from time to time.
- Any false information provided herein or subsequently submitted by the Institution, or any lack of administrative capability, may result in the Institution's ineligibility for the RTSS Program and/or immediate termination of eligibility for the RTSS Program, in which event repayment to PHEAA of funds received by the Institution may be required.
- By signing this application, I certify that I am an authorized signatory of the Institution and that I am duly authorized to submit this application on behalf of the Institution. I understand that this is an application for participation in the Ready to Succeed Scholarship Program and that receipt of funds may depend upon execution of a Program Participation Agreement with PHEAA. I further declare under the penalty of the laws of the Commonwealth of Pennsylvania, that the application as well as any information that is subsequently submitted has been examined by me/us and to the best of my/our knowledge, such information is true, correct, and complete. It is understood that the penalty for submission of fraudulent information on any application or for the subsequent submission of fraudulent information in any manner may subject me/us to a fine and/or imprisonment.

Signature:	Date:
Print Name:	Title:

This completed application form must be received by PHEAA via the Postal Service, private delivery service, or scanned copy through email or fax no later than **August 15, 2020** to the following:

Pennsylvania Higher Education Assistance Agency
PA State Grant and Special Programs
P.O. Box 8157
Harrisburg, PA 17105-8157

-or-

rtss@phea.org

-or-

Fax: 717-720-3786

Incomplete applications will not be processed.